21 December 1981

MEMORANDUM FOR:    William N. Hart
                   Chairman, DDA CORE Working Group

THROUGH:           Director of Logistics

STAT    FROM:      [                    ]
                   DDA Core Working Group Member

SUBJECT:           Follow-up Action on Agency Cost Reduction and
                   Efficiency (CORE) Briefing for the Executive
                   Committee (EXCOM)

REFERENCE:         Memorandum for the Record, dated 21 December
                   1981, Subject: Cost Reduction and Efficiency
                   (CORE) Briefing for the Executive Committee
                   (EXCOM)

Bill:

    Attached is the referent memorandum for the record on the
subject briefing.  I have listed below follow-up actions which I
believe should be taken and have provided space for your comments
and/or approvals.

1.   Regarding Acceleration of the Secure Voice Program, the
     DDCI (used here to include EXCOM) disapproved the action
     but asked that priority be given to the improvement of
     secure voice communications between and within other
     Intelligence Community agencies.  I have discussed this
STAT with [          ] and there is little we can do since the
     Office of Communications is responsible for such com-
     munications within our own Agency only.  If you would
     like; however, I can forward a memorandum through the
     Comptroller to the Deputy for Resource Management to
     pass along the DDCI's desires.  As another approach, you
     may wish to ask the Comptroller himself to do so.  Which
     approach do you prefer?

     ADDA Comment:   I suggest you write a memorandum for DDCI signature
                     informing  IC Staff of his desires.

2. & 3.   Regarding the Shift from External to Internal
          TEMPEST Testing and New Printing Equipment, EXCOM
          supported these programs subject to the
          availability of funding which I presume means sub-
          ject to Comptroller's willingness to reprogram
          funds.  You may wish to discuss this directly with
          the Comptroller, or, if you prefer, I will write to
          him to ask for his decision.

          ADDA Comment:   If not already contained, these should be added
                          to the unfunded request with comments referencing
                          the EXCOM approval.

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4.  Concerning <u>Consolidation of Micrographics</u>, he asked that
    this be studied further, and if you have no objection, I
    will prepare a memorandum to the Deputy Director for
    Operations and the Director, National Foreign Assessment
    Center requesting that a study group be established
    under OL chairmanship (probably [          ]of P&PD) for         STAT
    subsequent reporting to EXCOM.

    ADDA Comment:  Concur.

5.  Concerning <u>Consolidation of Genigraphics and Dicomedia</u>,
    the DDCI supported further study, and I would suggest
    that a memorandum to the Director of the National
    Foreign Assessment Center on this subject be prepared
    for you by us.

    ADDA Comment:  Prepare a memorandum for Mr. Fitzwater's siganture.

6.  The <u>Increased Use of Suggestion Awards</u> item was
    approved, and the DDCI indicated that the Comptroller
    should find money for this purpose.  I have to assume
    that he will do so.

    ADDA Comment:  No DA action required.

7.  Regarding <u>Increased Use of Sea Shipments</u>, the Office of
    Logistics will initiate follow-up action on this and
    will include it in our long-range objectives for moni-
    toring at the DDA level.

    ADDA Comment:  Concur

8.  Concerning the "<u>Blue Blazer</u>" <u>Protective Force</u>, the DDCI
    asked that this item be held pending the results of an
    IG audit of the Office of Security.

    ADDA Comment:  Concur.

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9. Finally, on Adoption of Commuted Rate Travel for
Domestic and Overseas TDY, I have discussed this with
[          ] Deputy Director of Finance, and he has
agreed to include this in his strategic planning package
for monitoring by the DDA.

ADDA Comment: Concur--will track in DA/OF Strategic Planning
Session.

STAT

Attachment

cc: Each DDA CORE Working Group Member, w/att

21 December 1981

MEMORANDUM FOR THE RECORD

SUBJECT: Cost Reduction and Efficiency (CORE) Briefing for the
Executive Committee (EXCOM)

1. On 14 December 1981, the CORE Working Group briefed
EXCOM on the nine recommendations shown on the attached chart.
Following introductory comments by Messrs. Lipton and Fitzwater
and a more detailed briefing by [          ] Admiral Inman, who     STAT
chaired the EXCOM meeting, solicited comments from each of the
members. These were as follows:

   Mr. Stein (Deputy Director for Operations) believes that
too much money is involved in implementing Recommendations 1
and 3. He was also concerned about inadequate
compartmentation of IMS (Information Management Staff, DDO)
data if the micrographics shops were consolidated.

   Mr. Gates (Director, Office of Policy and Planning) also
suggested that too much money was involved in Recommendations
1 and 3.

   Mr. Briggs (Inspector General) commented that
micrographics studies had gone back even further than Mr.
STAT    [    ] had indicated and that he thought the Information
Handling Systems Architect should take a look at this as part
STAT    of his responsibilities. ([          ] indicated that the
Architect had started to look at micrographics but had
decided to cease when the CORE Group was formed pending the
outcome of that study.) He also stated that there were
issues involved in the use of Blue Blazers other than those
STAT    mentioned by [          ] and that they were being addressed
privately in an Inspector General report on the Office of
Security.

   Mr. Taylor (Associate Deputy Director for Science and
Technology) commented that he could not see "how we could
afford to save this amount of money," (i.e., it would cost
too much).

   Mr. Lipton (Comptroller) indicated that he did not think
that we could afford Recommendation 1 on secure voice, but
that we should try to do Recommendation 3 on Capital Printing
Equipment so that the four slots freed up could be used to
meet the Office of Communications TEMPEST requirements.